



Winnersh Parish Council

Winnersh Community Centre
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MINUTES OF THE WINNERSH PARISH COUNCIL HELD AT 7.45pm ON TUESDAY 9th SEPTEMBER 2003 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs Southgate (Chairman), Bray, Brown, Clark, Harry, Hasting-Evans, Jupp, Plant, Sefton, Wilkins and Wakefield

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Ball, Hill, Siggery and Townsend

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the meeting held on 8th July 2003 were **AGREED** and the Parish Council **RESOLVED** to sign them as a true record.

3 MATTERS ARISING

None.

4 PUBLIC SESSION

4.1 No members of the public were present.

The Chairman welcomed Sgt Mike Harrison to the meeting. Sgt Harrison noted that there seemed to be control over street-crime within Winnersh and the main offender had been removed from the area. He also noted success on recent drug warrants.

Sgt Harrison enquired whether members wished to continue with the WPLG in its current format or whether they wished to change it to a monthly police surgery held at WPC premises. After discussion, it was agreed that the next WPLG meeting on 14th October would go ahead as planned and Sgt Harrison would advertise this. In addition to this meeting, Sgt Harrison expressed a desire to hold police surgeries on Saturday mornings in the John Grobler Room and members supported this wish. It was agreed that the WPLG would continue to be held prior to WPC meetings twice yearly.

Sgt Harrison also asked to submit items to the Around Winnersh newsletter and Cllr Jupp gave David Auger's details as a contact.

Sgt Harrison advised that a member of the police would be present at each meeting. The Chairman thanked Sgt Harrison for attending.

5 COMPLAINTS/FAULT TRACKING

5.1 None.

6 CORRESPONDENCE

Correspondence received is as listed in Appendix 1.

6.1 Cllr Jupp queried the letter from J Salzman of WDC and the Chairman highlighted that this was a holding letter due to annual leave. The Clerk was asked to follow this up.

ACTION: CLERK

6.2 Cllr Bray queried the e-mail regarding Neighbourhood Watch schemes and the Chairman outlined that there were 27 schemes listed on the e-mail but that new ones had also started. Cllr Bray advised that WDC were purchasing a bulk supply of signs for groups to purchase at a cheaper rate.

6.3 The Chairman noted a request from one of the Neighbourhood Watch groups requesting a donation towards the cost of signs in the sum of £21.00 and after discussion this was **AGREED** by members.

6.4 The Clerk advised that the WPC staff were joining the large coffee morning in aid of Cancer Research and noted that members were welcome to join them.

6.5 Cllr Bray queried the letter re the State of the District Debate and the Clerk advised that this was an invitation to attend, although she was unable to. The Chairman asked if anyone wished to attend and Cllr Sefton agreed providing he was free and Cllrs Plant and Wakefield advised that they had been invited separately. The Chairman noted that District Councillors would also be attending.

7 FIVE YEAR PLAN

- 7.1** In Cllr Ball's absence, the Chairman suggested that the sub-committee should meet and asked members to consider any new issues that they wished to be added to the plan. A meeting would be organised on Cllr Ball's return.

8 WINNERSH FUEL ALLOTMENT TRUST

- 8.1** Cllr Clark noted that Cllr Bray wished to continue as a Trustee. This had been supported by the other Trustees and members **AGREED**.
- 8.2** Cllr Clark also advised that Cllr Maggie-Hastings and Mr Geoff Harper had been elected Trustees and members **AGREED** to confirm these appointments.
- 8.3** The Chairman **PROPOSED** and members **AGREED** that Cllr Clark should be re-elected as Chairman of WFAT.
- 8.4** Cllr Clark advised that the current Trust Deed was very old and difficult to understand. He advised that he had been asked to re-write the document in plain English and this had now been distributed to Trustees for their comments, following which it would be discussed with the Council.

9 DISTRICT COUNCIL (UNITARY) MATTERS

- 9.1** Cllr Bray outlined recent planning applications that were being discussed and also appeals that had been won over the summer.

She noted that the crossing outside the Forest School had now been removed and she advised that she had put in a question to the WDC Executive Committee to find out why there had been a Zebra crossing installed in the first place.

- 9.2** Cllr Harry noted that the Sainsbury's application had now been approved and asked Cllr Bray if there was a date when the highways work would commence. Cllr Bray replied that the work would take 9-10 months but was currently being held-up due to a 278 agreement. She advised that work was very close to commencement and should be within the next 2 months.
- 9.3** The Chairman advised that Cllr Hill had presented a letter regarding traffic calming on Mole Road, Bearwood Road and New Road and had proposed a one-way system around the green and a reduced speed limit outside the school. Cllr Bray advised that she and Cllr Siggery had met with WDC officers prior to the Highways Board meeting and suggestions had been made which were on hold while Cllr Siggery looked into the Safer Routes to Schools scheme.

- 9.4** Cllr Clark noted that residents in Old Forest Road had received letters regarding water works by Thames Water and also road re-surfacing. He asked for clarification that water works would not involve digging up the road as it had now be re-surfaced and Cllr Bray agreed to investigate this.

ACTION: Cllr BRAY

10 PARISH COUNCILLOR'S QUESTIONS

- 10.1** None.

11 REPORT OF THE LAST PLANNING COMMITTEE MEETING

- 11.1** The minutes of the meetings of 21st July, 12th August and 1st September 2003 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

- 11.2** Cllr Jupp noted that the Planning Policy document had been circulated to all members. Cllr Bray **PROPOSED** an addition to the document to always consider local knowledge on flooding and wildlife issues and members **AGREED**.

Cllr Clark queried the wording on the effect on neighbouring properties and noted that residents may read the document as WPC not being supportive. Cllr Jupp advised that residents comments/objections would be used in conjunction with and to support WPC's comments.

The Chairman **PROPOSED** deleting the word "blatant" and members **AGREED**.

Members **RESOLVED** to adopt the Planning Policy document and Cllr Harry advised that he would add the document to the web-site.

12 REPORT OF THE LAST R&A COMMITTEE MEETING

- 12.1** The minutes of the last meeting of 2nd September 2003 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

- 12.2** Cllr Wilkins noted that the Committee had reviewed the expenditure to date and the proposed spending and both were on target. She noted that a proposal may be received from the Community Youth Worker for matched funding for a project.

Cllr Wilkins advised that there would be some drainage work carried out to the Recreation Ground which should improve access to the play area during the winter months.

Cllr Wilkins also advised that the football pitches had been moved for the coming season and there would be a number of teams using the pitches. She also advised that WRFC would be using the Allnatt Pavilion as their club-house.

- 12.3** The Committee **RECOMMENDED** that money be spent on replacing two fans in the main hall and members so **RESOLVED**.

Cllr Sefton noted that publicity had been given to the dangers of hard pitches and Cllr Wilkins advised that this had been considered and matches would be called off if the ground was unsafe.

13 REPORT OF THE LAST F&GP COMMITTEE MEETING

- 13.1** The minutes of the last meetings of 22nd July and 2nd September 2003 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

- 13.2** Cllr Clark outlined the resolutions from the meetings. He noted the reduction of £10,000.00 from the Bank of Ireland account due to the Winnersh Library donation as being the main reason for the change to end-year balances.

- 13.3** The Committee **RECOMMENDED** the following:

13.3.1 The Risk Management Policy Document be adopted.

13.3.2 The Year End accounts be agreed

13.3.3 The Annual Return be agreed and signed by the Clerk and Chairman

and members so **RESOLVED**.

- 13.4** The Annual Return was signed by the Clerk and Chairman.

14 APPROVAL OF THE AUGUST AND SEPTEMBER ACCOUNTS FOR PAYMENT

- 14.1** It was **PROPOSED** by Cllr Wilkins and **SECONDED** by Cllr Plant and the Parish Council **RESOLVED** to pay the following accounts for August and September 2003.

The Clerk advised that the August payments had been signed by the Chairman and Cllr Harry at the Planning meeting of 12th August as there had not been a Council meeting in August.

WINNERSH PARISH COUNCIL MEETING 9th September 2003
ACCOUNTS FOR PAYMENT - August 2003

Payee	Description	Amount	Ch.No.
Wokingham District Council	Rates, Main Hall	577.00	4466
Post Office Ltd	Stamps	32.20	4467
M Toft	Reimbursement for flowers	28.50	4468
James Scott	Replacement toilet cistern (MH ladies')	125.00	4469
Central Heating Services Ltd	Pav House CH/hot water repair	194.71	4470
Tyler Engineering Ltd	Buildings maintenance check/repairs	91.18	4471
Redland Hygiene Ltd	Toilet rolls & paper towels	83.64	4472
Carpetwise	Pavilion door mat	130.09	4473
Bishop Sports & Leisure Ltd	Goal post bracket bolts	7.66	4474
A Solo Security	Remove THMH alarm	188.00	4475
Holly Digital	Photocopies	15.93	4476
British Red Cross	Manual Handling Course - JEH & MT	129.25	4477
British Telecommunications	Quarterly Charges	274.92	4478
Pipex Internet Ltd	Annual Subscription 2003-2004	164.79	4479
Zurich Management Services	LCAS H&S CD Rom	82.25	4480
Bamford Electrics	THMH Electricity Disconnection	70.50	4481
D Delaney	Bar spotlights	6.78	4482
SMS Environmental Ltd	Legionella Risk Assessment	352.50	4483
M Delaney	Security Services	60.00	4484
D Delaney	Salary		4485
J Harlin	Salary		4486
M Toft	Salary		4487
A Brazil	Salary		4488
	Salary total	2,984.43	
Inland Revenue	I Tax & NI	953.23	4489
Southern Electric plc	Electricity, August 2003	268.00	D/D
Business Credit Card	Protective Clothing for asbestos removal	21.96	D/D
		0.00	
Total for the month		6,842.52	

Financial Position as @ 31st July 2003

Receipts for year to date	£	60,262.06
Less payments for year to date	£	54,096.42
Sub-total	£	6,165.64
Add balance carried forward 31/3/03	£	31,185.19
	£	37,350.83

WINNERSH PARISH COUNCIL MEETING 9th September 2003
ACCOUNTS FOR PAYMENT - September 2003

Payee	Description	Amount	Ch.No.
Wokingham District Council	Rates, Main Hall	577.00	4490
Post Office Ltd	Stamps	29.90	4491
Classic Carpet & Upholstery Cleaners	Bar, JGR & Office carpet cleaning	291.50	4492
Tanya Brealey	Reimbursement for Neighbourhood Watch sign	12.65	4493
Mrs Payne	Reimbursement for key (pav store cup'd)	5.95	4494
Jenco Engineering Ltd	Multi-plexer to security cameras	484.10	4495
Holly Business Systems	Photocopier copies	15.72	4496
James Scott	Allotment tap post and THMH water	75.00	4497
Biffa Waste Services Ltd	Qtrly waste contract	448.78	4498
A Solo Security Ltd	THMH fire alarm disconnection etc	308.44	4499
J Southgate	Chairman's allowance 2 x £62.50	125.00	4500
G Hurst	Internal Audit fee	300.00	4501
Mobile Information Centre	Donation 2003-2004	150.00	4502
ALS Group Ltd	July contract	928.47	4503
M Delaney	Security Services	60.00	4504
D Delaney	Salary		4505
J Harlin	Salary		4506
M Toft	Salary		4507
A Brazil	Salary		4508
	Salary total	3,679.38	
Inland Revenue	I Tax & NI	1,047.68	4509
Southern Electric plc	Electricity, August 2003	268.00	D/D
Business Credit Card	Flowers DD	29.00	
	CopierPaper	49.88	
	Diposable camera - hall damage	8.99	
	Film processing - hall damage	3.99	91.86 D/D
Total for the month		8,899.43	

Financial Position as @ 31st August 2003

Receipts for year to date	£	63,054.70
Less payments for year to date	£	60,948.69
Sub-total	£	2,106.01
Add balance carried forward 31/3/03	£	31,185.19
	£	33,291.20

15 REPRESENTATIVES ON OUTSIDE BODIES

15.1 The Clerk advised that she had attended a Community Lunch at the Rainbow Centre along with Cllr Wakefield. Cllr Wakefield noted that the Community Worker might be requesting rental of allotments and the matter would be referred to the next R&A meeting. Cllr Wakefield agreed to liaise with the Youth Worker on this project.

15.2 Cllrs Wilkins and Sefton had attended the District/Parish conference and Cllr Sefton advised that he had found the meeting very interesting.

16 ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

16.1 The Clerk thanked members for her flowers while she had been off sick.

17 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

17.1 The next meeting of the Parish Council will be held on Tuesday 14th October 2003 at 8.00pm in the John Grobler Room following the WPLG meeting at 7.30pm

The meeting closed at 9.02pm.

Appendix 1

Items of correspondence received for the September 2003 Parish Council Meeting

- 1 Copies of WDC agendas and minutes for period 18 June to 09 September 2003
- 2 Letter from J Salzmann, Director of Support Services, WDC re SAI monies
- 3 Letter from k Ahmed, Members' Services, WDC re additional Information for District/Parish Conference, 23 July 2003
- 4 Notice of Alteration of Electoral Register from WDC
- 5 Letter from R Penfold, Corporate Projects Manager, Reading Borough Council re Boundaries of the Borough of Reading, in reply to WPC letter
- 6 E-mail from Cllr D Jupp re Around Winnersh Newsletter meeting of 10 July 2003
- 7 Confirmation of booking for Clerk for SLCC Conference
- 8 Letter from A Michael, Minister, DEFRA re Rural Services Standard
- 9 Letter from S Holland, Standards Board for England re Local Determinations Regulations and copy of booklet Standards Committee Determinations
- 10 E-mail from C Seal, Watch Administrator, Thames Valley Police re number of Neighbourhood Watch schemes in Winnersh
- 11 Copies of WDC Bulletin
- 12 Copy of BALC Berkshire Communicator
- 13 Letter from S Hickman, TVP re new Wokingham Newsletter with copy of newsletter
- 14 Notification of BALC Induction Day for New Councillors, 06 Sept 2003
- 15 Invitation to Winnersh Community Lunch, 08 Sept. 2003 at Rainbow Centre. Clerk to attend.
- 16 Invitation to Clerk to Wokingham Volunteer Centre AGM 18 Sept. 2003. Clerk unable to attend.
- 17 Invitation to Clerk to Wokingham District Council for Voluntary Service AGM on 09 Sept.2003. Clerk unable to attend
- 18 Certificates from British Red Cross for M Toft and A Brazil for Manual Handling Course
- 19 Letter from J Davis, British Red Cross re updates for Appointed Persons First Aid Course
- 20 Letter from P Absalon, Readibus with copy of Annual Reports and Accounts
- 21 Letter of thanks for donation from P Absolon, Readibus with copy of leaflets for use in Winnersh
- 22 Receipt from Keep Mobile for donation
- 23 Letter from T Brearley, Resident re Neighbourhood Watch sign
- 24 Letter from R Trustrum Eve, Thames Valley Crimestoppers, re Crimestoppers Week and copies of "Knock, knock, whose there" leaflet and poster
- 25 Leaflet from WDC re Working with Children and Young People, notifying of Careers and Training Event of 13 Sept. 2003
- 26 Letter from P Symondson, Macmillan Cancer Relief The World's Biggest Coffee Morning on 28 Sept. 2003
- 27 Leaflet re Successful Computing for Disabled People
- 28 Letter from E Melvin, Cancer Research UK Breast Cancer Awareness Month and leaflet re Stride for Life, 12 Oct. 2003

- 29 Letter from R Roach, Daisy's Dream re bereavement support service for children in Berkshire
- 30 Letter from Yell re new listings categories
- 31 Copy of Clerks and Councils Direct
- 32 Copy of SLCC Clerk magazine
- 33 Copy of NALC Local Council Review
- 34 Letter from L Spencer, Consultation Officer, WDC re consultation on Polling Districts, Places and Stations
- 35 Letter from A Lowther, Members' Services, WDC re State of the District Debate on 25 September 2003 at 8 p.m.
- 36 Copy of WDC Corporate Bulletin
- 37 Notification of Special Meeting of WDC Highways Board on 21 October
- 38 E-mail from Cllr J Hill re traffic flow and speed limits in area of Bearwood School
- 39 Letter from E Cook, Community Council for Berkshire with Certificate of Membership and copy of CCB Annual Review
- 40 Letter from H Taylor, Wokingham Outreach Worker, Berkshire Women's Aid with information leaflets
- 41 Letter from M Ford requesting donation towards signs for Neighbourhood Watch scheme